

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, March 17, 2015

8:30 a.m.

County Board Room – 3rd Floor – Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session with all Commissioners present: Campbell, Gross, Ingersoll, Mongeau, and Weyland. County Administrator Brian C. Berg and Senior Administrative Assistant Vicki Reek were also present.

APPROVAL OF AGENDA

On motion by Gross, seconded by Campbell, and unanimously carried, the agenda was approved as presented.

APPROVAL OF LIQUOR LICENSE FOR KRAGNES INN

By consent agenda, the Board approved renewal of the liquor license for the Kragnes Inn, Moorhead, MN.

APPROVAL TO ACCEPT \$50 DONATION FOR SHERIFF'S CANINE PROGRAM

By consent agenda, the Board accepted a \$50 donation from Edin Becic for the Sheriff's Canine Program.

APPROVAL TO ACCEPT DONATION TO VETERAN'S RECOGNITION PROGRAM

By consent agenda, a \$100 donation was accepted from Dick Mosca for the Veteran's Recognition Program.

APPROVAL OF NEW CHANGE FUND FOR SOCIAL SERVICES

By consent agenda, the Board approved a new \$100 change fund for the Social Services department.

APPROVAL OF ADDITIONAL 2014 INTERFUND TRANSFER FROM GENERAL FUND TO
FAMILY SERVICE CENTER

By consent agenda, a \$25,000 interfund transfer was approved for the Family Service Center from the General Fund due to an unanticipated postage payment which was made 12/31/14.

CITIZENS TO BE HEARD

There were no citizens present who wished to address the Board.

APPROVE PAYMENT OF BILLS AND VOUCHERS

On motion by Ingersoll, seconded by Campbell, and unanimously carried, the bills and vouchers were approved for payment.

APPROVE MINUTES OF MARCH 3 & 10, 2015 COUNTY BOARD MEETINGS

On motion by Campbell, seconded by Mongeau, and unanimously carried, the minutes of the County Board meetings held March 3 and 10, 2015 were approved as presented.

DEPARTMENTAL UPDATE – CLAY COUNTY PROBATION/MN DEPARTMENT OF CORRECTIONS

Shelley Ford, Lead Probation Agent, and Janelle Cheney, District Supervisor for Department of Corrections, were present to update the Board concerning the Clay County Probation/MN Department of Corrections activities. This department provides probation and supervised release services to all juvenile and adult misdemeanor/gross misdemeanor offenders in Clay County. The office completes assessments for risk/needs and strengths; provides case management; enhances intrinsic motivation; monitors compliance with the Court's orders and conditions of probation, including fine and restitution payments; facilitates community work service; and refers to outside agencies for specialized services addressing mental health, chemical dependency, domestic violence and/or other identified needs. The staffing, caseload numbers, and various programs were reviewed.

DISCUSSION RE: APPOINTMENTS TO WILD RICE WATERSHED DISTRICT BOARD OF MANAGERS

The terms of the current County Board appointees to the Wild Rice Watershed District (WRWD) Board of Managers, Duane Erickson and John Austinson, expire in April. Mr. Kevin Ruud, WRWD Administrator, indicated that Mr. Austinson has moved and has declined reappointment. Commissioner Gross informed the Board that he had visited with Mr. Erickson who is interested in reappointment. He noted that Mr. Kim Syverson, Ulen, has also expressed interest in the appointment. Ms. Sharon Askelsen, Felton, has expressed interest in the appointment as well.

It was noted that several years ago, the Board of Water and Soil Resources determined that the Clay County Board of Commissioners would appoint two Managers, one from Clay County and one from either Clay County or Becker County.

On motion by Mongeau, seconded by Ingersoll, and unanimously carried, the Board agreed to interview the interested parties on April 7, 2015, prior to making the appointment/reappointment.

CONSIDERATION FOR RE-DESIGN OF WEST CENTRAL REGIONAL JUVENILE CENTER BUILDING TO ACCOMMODATE INCREASED POPULATION

West Central Regional Juvenile Center (WCRJC) Director Stephen Larson requested the Board's approval of a contract to explore redesign of the WCRJC building. Mr. Larson explained that a redesign to increase bed space is warranted with the increase in usage of the facility due to effective treatment programs, the addition of North Dakota youth in January, a change in judicial philosophy, and the fact that Clay County will be unable to transfer youth to the Thistledew facility after April, 2015. The Board acknowledged the need for reconfiguration of the WCRJC space.

An initial discussion has taken place with Michael J. Burns Architects concerning a contract for the proposed redesign, however, it includes only an hourly rate, without a monetary cap for the preliminary design work.

On motion by Campbell, seconded by Gross, and unanimously carried, the Board agreed to hire Michael J. Burns Architects for up to 20 hours of preliminary design work and to review a contract at their meeting on March 24th which includes the anticipated hours and/or a monetary cap for the design work.

DEPARTMENTAL UPDATE - BUILDING MAINTENANCE

Building Maintenance Supervisor Joe Olson updated the Board on activities of the Building Maintenance department, to include development of a preventive maintenance schedule, update of the Capital Improvement plan, campus landscaping improvements, upgrade of the Family Service Center elevators, etc.

PROPOSED 2015 HIGHWAY DEPARTMENT PURCHASES

On motion by Gross, seconded by Ingersoll, and unanimously carried, the Board approved the replacement of two mowing tractors per the low bid via the State Bid List from RDO for 2015 John Deere 6140R's, \$108,034.00 each, less trade, to be paid from the Internal Service Fund.

2014 YEAR END REVENUE/EXPENDITURE REPORT

County Administrator Brian Berg and Auditor-Treasurer Lori Johnson reviewed the 2014 year end revenue/expenditure report, noting that most departments are within budget. Explanations were provided for the few instances where the budget was exceeded (Public Defender - Court controls the budget; Elections - every other year event; Building & Grounds - necessary improvements; etc.).

The 2014 balances of Governmental Funds were reviewed, indicating an increase in the General Fund of over \$1.4 million from 2013 to 2014.

REQUEST FOR STAFFING - SOCIAL SERVICES

Social Services Director Rhonda Porter, Social Services Supervisor Pat Boyer, and Social Services Supervisor Stacey Christensen, were present to request three new Social Work positions for the Child Protection and Adult Protection units. The workload for intakes, investigations and assessments in the units is increasing, with additional new Governor's Task Force recommendations expected. Staff turnover is high, with four of five assessment workers having two years or less experience. Revenue is lost due to insufficient time for documentation and paperwork completion. The salary cost for the three positions is \$139,923 and could be absorbed by adjustments to the 2015 Social Services budget and using some fund balance. Ms. Porter indicated that following the Legislative session, she may request an additional .50 FTE Social Worker and a 1 FTE Case Aide for the increased requirements.

The Personnel Issues Committee has reviewed the request and supports the request.

On motion by Ingersoll, seconded by Mongeau, and unanimously carried, the Board authorized the hiring of three Social Work positions for the Child Protection and Adult Protection units.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Ingersoll attended Governor Dayton's visit to Moorhead regarding rail and traffic safety.

Commissioner Gross attended meetings of the Highway Tracking Committee, West Central Initiative, Township Officers, a tour of the Clay County Landfill and Prairie Lakes Municipal Solid Waste facility, Morken Township meeting, MetroCOG-Hawley project, and the meeting with local Legislators and area farmers.

Commissioner Campbell attended meetings of the Highway Tracking Committee, Personnel Issues Committee, Diversion Public Outreach, and Diversion Authority.

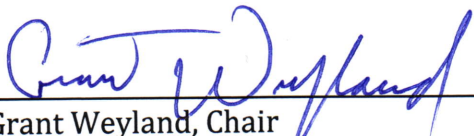
Commissioner Mongeau attended meetings of the Diversion Land Management, Soil & Water Conservation District, Township Officers, Governor Dayton's meeting regarding rail and traffic safety, a tour of the Clay County Landfill and Prairie Lakes Municipal Solid Waste facility, Kurtz Township meeting, and the grand opening of the walking tunnel on the County campus.

Commissioner Weyland attended meetings of Beyond The Yellow Ribbon, Northwest Regional Radio Board, Greater FM Economic Development Corporation, and Land of the Dancing Sky – Area Agency on Aging.

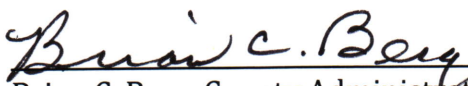
County Administrator Brian Berg attended many of the meetings mentioned above in addition to a meeting in St. Paul with Representative Tony Cornish, Chair of the House Public Safety Committee, concerning funding for the Correctional facility.

ADJOURN

The meeting adjourned at 10:50 a.m.



Grant Weyland, Chair
Clay County Board of Commissioners



Brian C. Berg, County Administrator